

Town Manager Report 2/4/26

Ski Hill Well Permit Application

Snow Making

To make 1 acre-foot of snow, (1 acre, 1 foot deep) takes 160,000 to 200,000 gallons of water. Example: Well Pumping 1000 GPM would take 160 to 200 hours of pumping to create 1 acre foot of snow in ideal weather conditions. Ideal weather conditions include 28 degrees or colder temperatures, at 28 degrees ideal humidity for good snow is 20% to 50%.

The Ski Hill has 14 skiable acres – 14 acres of 1-foot-deep snow would take 2,240,000 to 2,800,000 gallons of water to create.

How many acre feet of snow each year are we looking at making?

How many skiable acres?

Snow Making and Potable Water

In order to use the well for both purposes we will have to apply for a non-exempt well permit which must be included in a court approved augmentation plan. And the well must be 600 feet away from other wells unless a waiver is obtained.

Some things to consider.

The Park Creek subdivision on the other side of 149 across from the Ski Hill has wells that are dry or have difficulty producing enough water.

Wells in Lake City Heights and the San Juan Estates are running dry more frequently with some residents in Lake City Heights using water cisterns and purchasing water from the Town to get through the year. San Juan Estates is proposing a water use agreement with the Town due to issues with their wells.

The ski hill is in an over-appropriated area and even if we did drill a well that was not within 600 feet there is no guarantee that it would produce enough water to make the amount of snow we need.

If the board decides to move forward with this then we need to plan on hiring a water engineer to design and engineer the snow making system, determine the acre feet per year usage, and locate the best site for the well.

AMI Water Meter Replacement Project

Kamstrup meters and related equipment are only sold by official distributors of Kamstrup. There are no other alternate suppliers of the kamstrup equipment so the quote we received from Resource Wise is the only quote we will get for the kamstrup system.

I suggest that we reach out to other meter producers that offer similar AMI systems like Colorado based Metron and get some cost estimates from them so we can compare it to the Kamstrup system.

After looking at some of the grants out there for water projects it is clear that we need to first collect a bunch of data and since there is much less funding available and what is available requires supported technical analysis, reference to a planning document, and projects being ready with matching funds clearly identified.

I recommend that we hire someone to test the master meters in the well houses.

1. The first thing we need to do is find a way to get the meters in the well pump houses bench tested for accuracy to ensure the data we are collecting is correct or not. We are producing way more water than we are recording as usage and billing for which makes us think the master meters may not be recording pumping numbers correctly. Examples are below:
 - a. January/February 2025:
Produced: 27,994,500 gallons vs Billed: 2,564,000 gallons
That is 25,430,500 more gallons produced than billed for.
 - b. July/August 2025:
Produced: 37,876,800 gallons vs. Billed: 11,469,000 gallons
That is 26,407,800 more gallons produced than billed for.
 - c. November/December 2025
Produced: 25,823,600 vs. Billed 1,946,000 gallons
That is 23,877,600 more gallons produced than billed for.
2. We need to get several of the old brass meters that are failing bench tested to see how off they may or may not be in recording usage. Staff can do this by taking some meters to a water system that has a meter bench tester.
3. We may be required to do a water efficiency plan depending on the funding opportunity. I am reaching out to the Water Now Alliance to see if they can assist us in creating a water efficiency plan which I think they may do for free.
4. We did not become aware of the failing meters, or at least it was not brought to my attention, until after we completed the capital improvements plan which does not have a meter replacement project included in it. Since almost all grant applications

require preliminary planning efforts in order to qualify for funding I am going to reach out to DOLA and see if we can amend our capital improvements plan with a water meter replacement project since it is less than a year old and see if that will be acceptable to at least DOLA.

5. Many of the grants require some kind of community engagement/support effort. We may need to hold a public comment/hearing for the project or at least for the amendment to the CIP plan to include the meter replacement project.

Payroll and 1099 year end reporting

All payroll and 1099 annual reporting has been completed to the state, SSN admin, IRS, and PERA and all w-2's and 1099's have been mailed out.

This is the first year that town staff has entirely handled monthly, quarterly, and annual reporting and remittance of payroll data and withholding to these organizations. This is another duty that Town staff has taken on, that was being done by a paid third-party accountant. Christina has done an excellent job in taking on the monthly and quarterly payroll reporting and remitting of state and federal taxes and PERA retirement withholdings.

2025 Audit

I will be working on doing all the preliminary journal entries for the 2025 audit over the next couple of weeks and plan on submitting the first list of requested items to the Auditor by the last week of February.

CPM Capstone Project

To complete the CPM certification, I must do a capstone project which must be built around a project that I can use immediately at work to benefit the organization that I work for, the Town. I must get approval for the project from both the School of Public Affairs and my employer; I am considering doing a project centered around our housing plan. After the joint housing workshop on the 11th and both jurisdictions adopt the plan I will propose a project to the university and if they approve then I will look for approval from the board and begin working on it with the goal of having it done before the end of April.

Reminder Joint BOCC/BOT Housing Workshop 2/11/26 at 5:00pm in our meeting room

BOCC/BOT will receive the final presentation by our consultants of the housing plan and our board will need to agree on the roles and responsibilities and the next initial steps that each of our jurisdictions will be taking. Both our boards will be considering adoption of the plan at our respective February 18th regular meetings.